

# Tippecanoe County Board of Commissioners

## Meeting Minutes

Monday, January 3, 2022

10:00 am

Tippecanoe Room, Tippecanoe County Office Building  
20 N 3rd Street, Lafayette, Indiana

Commissioners present President Thomas P. Murtaugh, Vice President David S. Byers, and Member Tracy A. Brown.

Also present: Attorney Doug Masson, Auditor Robert Plantenga, Commissioners' Assistant Paula Bennett, and Recording Secretary Jennifer Wafford.

**I. PLEDGE OF ALLEGIANCE** – President Murtaugh called the meeting to order and led the Pledge of Allegiance

### **II. ELECTION OF OFFICERS**

Attorney Masson opened the floor for nominations for President.

- Commissioner Brown nominated David Byers as President, second by President Murtaugh. Motion carried.

Attorney Masson opened the floor for nominations for Vice President.

- Commissioner Murtaugh nominated Tracy Brown as Vice President, second by President Byers. Motion carried.

President Byers then chaired the remainder of the meeting.

### **III. RESOLUTIONS**

#### **A. 2022-01-CM, 2022 Commissioners Regular Meeting Dates**

President Byers read the meeting dates.

- Commissioner Murtaugh moved to approve the Resolution as presented, second by Commissioner Brown. Motion carried.

#### **B. 2022-02-CM, Tippecanoe County Department Head Appointments**

President Byers read the list of appointees.

- Commissioner Brown moved to approve the Resolution as presented, second by Commissioner Murtaugh. Motion carried.

#### **C. 2022-03-CM, Appointments to Various Boards, Councils and Commissions and other Bodies.**

President Byers read the list of appointees from Exhibit A & B, including the WREC Resolution and Otterbein Public Library Appointment.

Commissioner Murtaugh advised that Kris Lowe replaced Bart Burrell on the Tippecanoe County Redevelopment Commission.

Commissioner Byers advised that there may be a change to the Building Corporation appointments, as Auditor Plantenga noted Jim Gross resigned from the Building Corporation. Commissioner Byers advised that it will be reviewed at a later date.

- Commissioner Murtaugh moved to approve the Resolution with exhibits as amended, second by Commissioner Brown. Motion carried.

Attorney Masson advised at the end of the meeting that the position vacated by Jim Gross was filled by Cathleen Cline on the Building Corporation

#### IV. **CONTRACT FOR ATTORNEY**

Commissioner Byers advised that this is a new contract for 2022 with Hoffman, Luhman, and Masson. This is for the County Attorney Services in the amount of \$210.00/hr for services rendered by Douglas Masson or Matthew Salsbery, \$145/hr for services rendered by associates, and \$75/hr for paralegal services.

- Commissioner Murtaugh moved to approve the contract as presented, second by Commissioner Brown. Motion carried.

#### V. **CONTRACT FOR SHERIFF**

Attorney Masson noted that this is the same contract that was in place in 2021, with the only change being the salary amount that was approved at the 2022 budget hearings. Attorney Masson advised that we approve this every year because the default version of the statute has the Sheriff being paid from the food budget and tax collections. The statute gives the Council and County the opportunity to have a contract instead of that which has worked out better. The amount of the contract is \$143,955.

- Commissioner Brown moved to approve the contract as presented, second by Commissioner Murtaugh. Motion carried.

#### VI. **APPROVAL OF MINUTES** from Monday, December 20, 2021.

- Commissioner Murtaugh moved to approve the minutes as presented, second by Commissioner Brown. Motion carried.

#### VII. **HIGHWAY** – Stewart Kline presented and recommended:

Three annual On Call Agreements & Fee Schedules for 2022; with Butler, Fairman and Seufert Inc., TBird Design Services, and VS Engineering Inc.

- Commissioner Brown moved to approve the bond as presented, second by Commissioner Murtaugh. Motion carried.

#### VIII. **CONTRACTS FOR FAIRGROUNDS** – David Byers presented and recommended:

J.R. Kelly, Inc., was awarded 2 Bids for the Fairgrounds at the December 20, 2021 Commissioner meeting. Approval is requested for the contracts below that are associated with the approved Bids.

1. The 1A General Trades contract, in the amount of \$95,000, is to complete the following:
  - a. Construct a new entrance arch with signage
  - b. New Concrete Floor and overhead door in existing pole barn in the Northwest corner of the Fairground site.
2. The 1B Structural Steel Contract, in the amount of \$81,000, is to complete the following:
  - a. Construct a new entrance arch with signage
  - b. New Concrete Floor and overhead door in existing pole barn in the Northwest corner of the Fairground site.
  - Commissioner Murtaugh moved to approve the contracts as presented, second by Commissioner Brown. Motion carried.

#### IX. **CONSULTING SERVICES AGREEMENT WITH WAGGONER, IRWIN, SCHEELE & ASSOCIATES** – Shirley Mennen presented and recommended:

A contract and Letter of Engagement from Waggoner, Irwin, Scheele, and Associates, to provide consulting services to Human Resources. This is the consultant that reviews, updates, and creates job descriptions as well as providing a salary study for the County. The fees for this contract are \$125 principal, \$95 Sr. Consultant, \$45 Consultant, not to exceed

\$19,680. In 2022, they will be updating all the obsolete description and complete a salary study.

- Commissioner Brown moved to approve the agreement as presented, second by Commissioner Murtaugh. Motion carried.

**X. GRANTS – Sharon Hutchison presented and recommended:**

**Permission to Accept Grant Funds:**

A. For the Sheriff's Department, from Walmart Foundation, in the amount of \$7,800, for support of the K-9 Unit in the Jail, and will be used to cover services needed, as well as supplies for this position.

- Commissioner Brown moved to accept the grant as presented, second by Commissioner Murtaugh. Motion carried.

B. For the Health Department, from the Indiana Department of Health, in the amount of \$95,000 for the 2022 HIV prevention programming utilized to support the four pillars. This funding will maintain a HIV testing position and a full-time position for the site management of SSP.

- Commissioner Brown moved to accept the grant as presented, second by Commissioner Murtaugh. Motion carried.

**XI. REPORTS ON FILE**

- Tippecanoe County Jail
- Tippecanoe County Building Commission
- Tippecanoe County Central Mail and Duplicating

**XII. UNFINISHED/NEW BUSINESS**

Commissioner Murtaugh welcomed Jan Walker from the League of Women Voters and advised that she will be attending the 2022 Commissioner meetings.

**XIII. PUBLIC COMMENT**

Kent Kroft introduced Brandon Vale, who is replacing Jane Hoaks as the new Service Desk Technician. He also introduced Eric Vickery as the new Unified Communications Manager.

Kent Kroft advised that for the printer contract, DOIT finally had enough cycles completed to better grasp the printing needs and adjust the bill correctly. By switching vendors, they will save about a 3<sup>rd</sup> of what the previous expenses were.

Commissioner Murtaugh moved to adjourn. President Byers adjourned the meeting.

BOARD OF COMMISSIONERS OF  
THE COUNTY OF TIPPECANOE

\_\_\_\_\_  
David S. Byers, President

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Tracy A. Brown, Vice-President

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Thomas Murtaugh, Member

ATTEST:

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Robert A Plantenga, Auditor      01/18/2022

Minutes prepared by Jennifer Wafford, Recording Secretary